

# Training Strategic Level Working Group

## Developer Subcommittee

### Best Practices Architecture Group

#### Meeting Notes

#### August 18, 2004

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<b>Meeting Date</b>	August 18, 2004 12:00 – 12:45 pm ET
<b>Attendees:</b>	<b>Chair:</b> Jim Harrison, University of Pittsburgh Cancer Institute  NCI: Leslie Derr, Lynette Grouse, Kim Diercksen (NCICB)  <b>Booz Allen:</b> Cait Cusack, Reechik Chatterjee
<b>Agenda</b>	1. Open Meeting 2. Update on Survey Draft 3. Other Issues and Concerns 4. Confirm Next Meeting – September 15, 2004
<b>1. Open Meeting</b>	The meeting was opened
<b>2. Update on Survey Draft</b>	There has been no feedback returned on the survey that was distributed other than that the questions seemed quite open and that this would lead to difficulty in tallying the results. Jim suggested trimming the survey down to only include the software process prospective and the caBIG compatibility portions.  There was more discussion around how to distribute the survey. One suggestion was to do this with phone interviews to a targeted audience; or perhaps via targeted teleconference calls with small groups
<b>3. Open Issues and Concerns</b>	Jim Harrison mentioned that the computer science world has a process whereby they communicate documentation for their particular domain and share that documentation with one another. Jim feels that this may be a good model for us to follow and will follow up with John Knight at the University of VA to obtain more information on that process.  It was suggested in the meeting that a resource page with stable URLs was needed for the training group. This page would act as a central repository for training materials.

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	The new caBIG website is scheduled to be up and running in the next couple of weeks and this resource page is planned to be a part of that.			
<b>Confirm Next Meeting - September 15, 2004</b>	The September 15, 2004 meeting was confirmed.			
<b>Action Items:</b>				
	<b>Name Responsible</b>	<b>Action Item</b>	<b>Date Due</b>	<b>Notes</b>
	Cait Cusack	Send out updated Draft Survey to the Group	8/20/04	
	Jim Harrison	Investigate the model that the Computer Science World is using to disseminate documentation between domains	9/15/04	